EMPLOYER MUNICIPAL WITHHOLDING BOOKLET

INSTRUCTIONS FOR PREPARING AND FILING FORM WH

Who Must File:

Any employer within or doing business within the City of Heath, Ohio who employs one or more persons is required to withhold the tax of (1.50%) from all compensation paid, accrued or set apart to the employee, and to file Form WH and remit tax to the Heath Income Tax Bureau.

Deposit Requirements:

Quarterly – If tax withheld or required to be withheld is less than \$100 per month, remittance is due by the last day of the month following the end of a quarterly period.

Monthly – If more than \$100 is withheld or required to be withheld, remittance is due by the last day of the following month. Any employer within the City of Heath on a temporary basis (1 year or less) is also required to remit withholding deposits monthly.

Failure to File Return and Pay Tax:

All taxes, including taxes withheld or required to be withheld from wages by an employer, and remaining unpaid after they become due shall bear interest on the amount of the unpaid tax at the rate of one and one half percent (1.5%) per month (or fractional part thereof) and a late payment penalty of five percent (5.0%) per month (or fractional part thereof) to a

maximum of 100% of the tax due. The failure to receive a withholding deposit form shall not excuse an employer from making a return and depositing the taxes withheld.

How to Prepare This Form:

Line 1 – Enter qualifying wages as defined in O.R.C. 718.03, paid to all employees subject to Heath City tax during the period for which the return is made.

Line 2 – Enter actual tax withheld or required to be withheld during the period for which the return is made and indicate percentage rate used.

Line 3 – Adjust current payment of actual tax withheld for under payment or over payment in previous period. Attach explanation if necessary.

Line 4 & 5 – See instructions under Failure to File Return and Pay Tax.

Line 6 - Enter total amount to be remitted.

NOTE: FOR COMPLETE DETAILS OF EMPLOYER REQUIREMENTS YOU MAY REQUEST A COPY OF THE TAX ORDINANCE FOR THE CITY OF HEATH.

CITY OF HEATH, OHIO, EMPLOYER'S RETURN OF TAX WITHHELD

☐ AMENDED

RETURN WITH PAYMENT

1.	Taxable Earnings paid all Employees subject		DO NOT ROUND
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1.	\$
2.	Actual Tax Withheld in month/quarter for City	2.	\$
3.	Adjustment of Tax for prior quarter (see instructions)	3.	\$
4.	Penalty (5% per month – max 100%)	4.	\$
5.	Interest (1.5% per month)	5.	\$
6.	Total – (Lines 2-5)	6.	\$

NAME AND ADDRESS

FOR THE PERIOD ENDING **JANUARY 31, 2013**

DUE ON OR BEFORE FEBRUARY 28, 2013

(Signed)

(Official Title)

Pederal ID no.

THIS RETURN MUST BE FILED ON OR
BEFORE THE DUE DATE SHOWN BELOW

MAKE CHECK OR MONEY ORDER PAYABLE TO

I hereby certify that the information and statements

contained herein are true and correct.

HEATH INCOME TAX

MAIL TO: CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD.

HEATH, OHIO 43056-1096 TELEPHONE (740) 522-3427

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

CI	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X	WITHHELD A	MENDED RETURN WITH PAYMEN
1.	Taxable Earnings paid all Employees subject		DO NOT ROUND	I hereby certify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax			contained herein are true and correct.
	Is this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO 1	.	\$	(Signed)
	If yes, attach explanation		*	(Official Title) Date
2.	Actual Tax Withheld in month/quarter for City	2.	\$	Federal ID no
_	Income Tax 1.50%25% Both			Phone no.
3.	Adjustment of Tax for prior quarter (see instructions)	ŀ	\$	THIS RETURN MUST BE FILED ON OR
4.	Penalty (5% per month – max 100%) 4	- 1	\$	BEFORE THE DUE DATE SHOWN BELOW
5. 6.	Interest (1.5% per month) 5 Total – (Lines 2-5)	ŀ	\$	MAKE CHECK OR MONEY ORDER PAYABLE TO HEATH INCOME TAX
<u>. </u>	10tai (El1103 2 3)	<i>'</i> .	Ψ	MAIL TO:
NAN	ME AND ADDRESS	-	FOR THE PERIOD ENDING FEBRUARY 28, 2013	CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD. HEATH, OHIO 43056-1096
			DUE ON OR BEFORE MARCH 31, 2013	TELEPHONE (740) 522-3427
			•	If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.
	fy the Income Tax Bureau promptly of any change in ownership or name	an	d address shown above.	and cholose sen addressed, stamped envelope.
FOF	RM WH-M			
CI ⁻	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X		MENDED RETURN WITH PAYMEN
1.	Taxable Earnings paid all Employees subject	-	DO NOT ROUND	I hereby certify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding? ☐ YES			contained herein are true and correct.
	Is this a final return? ☐ YES ☐ NO 1	۱.	\$	(Signed)
	If yes, attach explanation	Ī		(Official Title) Date
2.	Actual Tax Withheld in month/quarter for City	2.	\$	Federal ID no.
2	Income Tax 1.50%25% Both	,	Φ	Phone no.
3. ¹	Adjustment of Tax for prior quarter (see instructions)	- 1	\$	THIS RETURN MUST BE FILED ON OR
4. -	Penalty (5% per month – max 100%) 4 Interest (1.5% per month) 5	- 1	\$	BEFORE THE DUE DATE SHOWN BELOW
5. 6.	Total – (Lines 2-5)	- 1	\$	MAKE CHECK OR MONEY ORDER PAYABLE TO HEATH INCOME TAX
o.	Total – (Lines 2-5)). 	Φ	
NAN	ME AND ADDRESS		FOR THE PERIOD ENDING MARCH 31, 2013	MAIL TO: CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD.
		-	DUE ON OR BEFORE	HEATH, OHIO 43056-1096
			APRIL 30, 2013	TELEPHONE (740) 522-3427 If receipt is desired, submit additional copy
				and enclose self-addressed, stamped envelope.
	fy the Income Tax Bureau promptly of any change in ownership or name	an	d address shown above.	
CI	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X	WITHHELD A	MENDED RETURN WITH PAYMEN
1.	Taxable Earnings paid all Employees subject		DO NOT ROUND	I hereby certify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax			contained herein are true and correct.
	ls this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO 1	.	\$	(Signed)
	If yes, attach explanation	'. 	Ψ	(Official Title) Date
2.	Actual Tax Withheld in month/quarter for City	2.	\$	Federal ID no
	Income Tax 1.50%25% Both			Phone no
3.	Adjustment of Tax for prior quarter (see instructions)	ŀ	\$	THIS RETURN MUST BE FILED ON OR
4.	Penalty (5% per month – max 100%) 4	H	\$	BEFORE THE DUE DATE SHOWN BELOW
5.	Interest (1.5% per month) 5	H	\$	MAKE CHECK OR MONEY ORDER PAYABLE TO
6.	Total – (Lines 2-5)	3.	\$	HEATH INCOME TAX
NAN	ME AND ADDRESS		FOR THE PERIOD ENDING	MAIL TO:
			APRIL 30, 2013	CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD.
			DUE ON OD BEFORE	HEATH, OHIO 43056-1096
			DUE ON OR BEFORE	TELEPHONE (740) 522-3427

MAY 31, 2013

Notify the Income Tax Bureau promptly of any change in ownership or name and address shown above. FORM WH-M

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

CI.	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X WITHHELD	☐ AMENDED RET	URN WITH PAYMEN
1.	Taxable Earnings paid all Employees subject	DO NOT ROUN	ND I hereby certify that the inform	nation and statements
-	to City of HEATH, Ohio, 1.50% (.0150) Income Tax		contained herein are true and	
	Is this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO 1	. \$	(Signed)	
	If yes, attach explanation	. Ψ	(Official Title)	Date
2.	Actual Tax Withheld in month/quarter for City	. \$	Federal ID no	
	Income Tax 1.50%25% Both		Phone no.	
3.	Adjustment of Tax for prior quarter (see instructions)		THIS RETURN MUST	BE FILED ON OR
1.	Penalty (5% per month – max 100%) 4		BEFORE THE DUE DA	TE SHOWN BELOW
5.	Interest (1.5% per month) 5	· •	MAKE CHECK OR MONE	
). 	Total – (Lines 2-5)	. \$	HEATH INC	OME TAX
IAN	ME AND ADDRESS	FOR THE PERIOD EN	1287 HEBF HEATH, OHIO	OME TAX BUREAU RON RD.
		DUE ON OR BEFORE JUNE 30, 2013	E TELEPHONE (7-	10) 522-3427
		00.112 00, 2010	If receipt is desired, su and enclose self-address	
	fy the Income Tax Bureau promptly of any change in ownership or name	and address shown al		ea, stamped envelope.
OF	RM WH-M			
CI.	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X WITHHELD	□ AMENDED RET	URN WITH PAYMEN
	Taxable Earnings paid all Employees subject	DO NOT ROUN	I hereby certify that the inform	nation and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax		contained herein are true and	correct.
	Is this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO 1	. \$	(Signed)	
	If yes, attach explanation	. •	(Official Title)	Date
	Actual Tax Withheld in month/quarter for City	. \$	Federal ID no.	
	Income Tax 1.50%25% Both		Phone no.	
	Adjustment of Tax for prior quarter (see instructions)		THIS RETURN MUST	
	Penalty (5% per month – max 100%) 4		BEFORE THE DUE DA	
i.	Interest (1.5% per month) 5		MAKE CHECK OR MONE	
	Total – (Lines 2-5)	. \$	HEATH INC	OME TAX
ΑN	ME AND ADDRESS	FOR THE PERIOD EN	NDING CITY OF HEATH INCO 1287 HEBF	OME TAX BUREAU
		DUE ON OR BEFORE	HEATH, OHIO	
		JULY 31, 2013	TELEPHONE (7-	•
			If receipt is desired, su and enclose self-address	
	ify the Income Tax Bureau promptly of any change in ownership or name RM WH-M	and address shown al	bove.	
Oi	in AALI-IN			
CI.	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF TA	X WITHHELD	□ AMENDED RET	URN WITH PAYMEN
		DO NOT ROUN	ND	
	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax	DO NOT HOUSE	I hereby certify that the inform	
	Is this a courtesy withholding? YES			
	Is this a final return? ☐ YES ☐ NO 1	. \$	(Signed)	
	If yes, attach explanation	φ.	(Official Title)	
	Actual Tax Withheld in month/quarter for City	. \$	Federal ID no.	
	Adjustment of Tax for prior quarter (see instructions)	. \$	Phone no	
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	Interest (1.5% per month) 5		BEFORE THE DUE DA	
	Total – (Lines 2-5)	,	MAKE CHECK OR MONE HEATH INC	
_		. *	MAIL	
ΑN	ME AND ADDRESS	FOR THE PERIOD EN	NDING CITY OF HEATH INCO	OME TAX BUREAU RON RD.
		DUE ON OR BEFORE	E HEATH, OHIO TELEPHONE (7-	
		ALIQUICT OF COAC	ILLLI IIONE (I	·, ·-·

AUGUST 31, 2013

Notify the Income Tax Bureau promptly of any change in ownership or name and address shown above. FORM WH-M

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

ار	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF T	AX	WITHHELD U	AMENDED RETURN WITH PAYMEN
	Taxable Earnings paid all Employees subject		DO NOT ROUND	I hereby certify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding? ☐ YES			contained herein are true and correct.
	Is this a final return? ☐ YES ☐ NO	1.	\$	(Signed)
	If yes, attach explanation			(Official Title) Date
	Actual Tax Withheld in month/quarter for City	2.	\$	Federal ID no
	Adjustment of Tax for prior quarter (see instructions)	3	\$	Phone no.
	Penalty (5% per month – max 100%)		\$	THIS RETURN MUST BE FILED ON OR
	Interest (1.5% per month)		\$	BEFORE THE DUE DATE SHOWN BELOW
	Total – (Lines 2-5)	٠.	\$	MAKE CHECK OR MONEY ORDER PAYABLE TO HEATH INCOME TAX
/11	E AND ADDRESS		FOR THE PERIOD ENDING AUGUST 31, 2013	MAIL TO: CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD.
			DUE ON OR BEFORE SEPTEMBER 30, 2013	HEATH, OHIO 43056-1096 TELEPHONE (740) 522-3427 If receipt is desired, submit additional copy
	fy the Income Tax Bureau promptly of any change in ownership or nam M WH-M	ie ai	nd address shown above.	and enclose self-addressed, stamped envelope
1	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF T	ΆΧ	(WITHHELD /	AMENDED RETURN WITH PAYMEN
	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax		DO NOT HOURD	I hereby certify that the information and statements contained herein are true and correct.
	Is this a courtesy withholding?			(Signed)
	Is this a final return?	1.	\$	
	If yes, attach explanation	2	\$	(Official Title) Date
	Actual Tax Withheld in month/quarter for City	۷.	Φ	Federal ID no.
	Adjustment of Tax for prior quarter (see instructions)	3.	\$	Phone no
	Penalty (5% per month – max 100%)	4.	\$	THIS RETURN MUST BE FILED ON OR BEFORE THE DUE DATE SHOWN BELOW
	Interest (1.5% per month)	5.	\$	MAKE CHECK OR MONEY ORDER PAYABLE TO
	Total – (Lines 2-5)	6.	\$	HEATH INCOME TAX
//	E AND ADDRESS		FOR THE PERIOD ENDING SEPTEMBER 30, 2013	MAIL TO: CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD. HEATH, OHIO 43056-1096
			DUE ON OR BEFORE OCTOBER 31, 2013	TELEPHONE (740) 522-3427
			0010021101, 2010	If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope
	fy the Income Tax Bureau promptly of any change in ownership or named WH-M TY OF HEATH, OHIO, EMPLOYER'S RETURN OF T			AMENDED RETURN WITH PAYMEI
	Tayahla Faminga naid all Famlayaga aybigat		DO NOT ROUND	I hereby cortify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?			I hereby certify that the information and statements contained herein are true and correct. (Signed)
	ls this a final return? ☐ YES ☐ NO If yes, attach explanation	1.	\$	(Official Title) Date
	Actual Tax Withheld in month/quarter for City	2.	\$	Federal ID no
	Income Tax 1.50%25% Both	_		Phone no
	Adjustment of Tax for prior quarter (see instructions)		\$	THIS RETURN MUST BE FILED ON OR
	Penalty (5% per month – max 100%)		\$	BEFORE THE DUE DATE SHOWN BELOW
	Interest (1.5% per month)		\$	MAKE CHECK OR MONEY ORDER PAYABLE TO
_	Total – (Lines 2-5)	6.	\$	HEATH INCOME TAX
1	IE AND ADDRESS		FOR THE PERIOD ENDING OCTOBER 31, 2013	MAIL TO: CITY OF HEATH INCOME TAX BUREAU 1287 HEBRON RD.
			DUE ON OR BEFORE	HEATH, OHIO 43056-1096 TELEPHONE (740) 522-3427
			NOVEMBED OF COAC	(7.10) 022 0.27

NOVEMBER 30, 2013

1.	Taxable Earnings paid all Employees subject		DO NOT ROUND	I hereby certify that the information and statements
	to City of HEATH, Ohio, 1.50% (.0150) Income Tax			contained herein are true and correct.
	Is this a courtesy withholding? YES			(Signed)
	Is this a final return? ☐ YES ☐ NO If yes, attach explanation	1.	\$	(Official Title) Date
2.	Actual Tax Withheld in month/quarter for City	2	\$,
۷.	Income Tax 1.50%25% Both	۷.	Φ	Federal ID no.
3.	Adjustment of Tax for prior guarter (see instructions)	3.	\$	Phone no.
4.	Penalty (5% per month – max 100%)	4.	\$	THIS RETURN MUST BE FILED ON OR BEFORE THE DUE DATE SHOWN BELOW
5.	Interest (1.5% per month)		\$	
6.	Total – (Lines 2-5)		\$	MAKE CHECK OR MONEY ORDER PAYABLE TO HEATH INCOME TAX
				MAIL TO:
NA	ME AND ADDRESS		FOR THE PERIOD ENDING NOVEMBER 30, 2013	CITY OF HEATH INCOME TAX BUREAU
			140 VENIBER 30, 2013	1287 HEBRON RD. HEATH, OHIO 43056-1096
			DUE ON OR BEFORE	TELEPHONE (740) 522-3427
			DECEMBER 31, 2013	If receipt is desired, submit additional copy
No	ify the Income Tax Bureau promptly of any change in ownership or nan	ma a	nd addrace chawn abova	and enclose self-addressed, stamped envelope.
	RM WH-M			
CI	TY OF HEATH, OHIO, EMPLOYER'S RETURN OF 1	ΓAX	(WITHHELD □ AM	MENDED RETURN WITH PAYMEN
_		KAT	(WITHHELD ☐ AN	
CI	Taxable Earnings paid all Employees subject	Γ Α)	1	MENDED RETURN WITH PAYMEN I hereby certify that the information and statements contained herein are true and correct.
_	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding? □ YES		DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct.
_	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?		1	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO If yes, attach explanation	1.	DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct. (Signed) Date
_	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1.	DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1.	DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct. (Signed) (Official Title) Date Federal ID no. Phone no.
1.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3.	\$	I hereby certify that the information and statements contained herein are true and correct. (Signed) (Official Title) Date Federal ID no. Phone no. THIS RETURN MUST BE FILED ON OR
1. 2. 3.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4.	\$ \$	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$	I hereby certify that the information and statements contained herein are true and correct. (Signed) (Official Title) Date Federal ID no. Phone no. THIS RETURN MUST BE FILED ON OR
1. 2. 3. 4. 5. 6.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$ \$ \$ \$	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4. 5. 6.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$ \$ \$ FOR THE PERIOD ENDING	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4. 5. 6.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$ \$ \$ \$	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4. 5. 6.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$ \$ \$ \$ FOR THE PERIOD ENDING DECEMBER 31, 2013	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4. 5. 6.	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5.	\$ \$ \$ \$ \$ FOR THE PERIOD ENDING DECEMBER 31, 2013	I hereby certify that the information and statements contained herein are true and correct. (Signed)
1. 2. 3. 4. 5. 6. NA	Taxable Earnings paid all Employees subject to City of HEATH, Ohio, 1.50% (.0150) Income Tax Is this a courtesy withholding?	1. 2. 3. 4. 5. 6.	\$ \$ \$ \$ \$ FOR THE PERIOD ENDING DECEMBER 31, 2013 DUE ON OR BEFORE JANUARY 31, 2014	I hereby certify that the information and statements contained herein are true and correct. (Signed)

FORM WH-M

CITY OF HEATH, OHIO, EMPLOYER'S RETURN OF TAX WITHHELD

GENERAL INFORMATION

On or before the last day of February of each year, each employer must file a withholding reconciliation on the City of Heath Form WH-R. Copies of all W-2 forms applicable to the reconciliation must be attached. All W-2's must furnish the name, address, social security number, gross wages, city tax withheld, name of city for which tax was withheld, and any other compensation paid to the individual. If copies of the W-2 forms are not available, each employer must provide a listing of all employees subject to Heath tax. The listing shall require the same type of information as is required of the W-2 form.

Any individual (s) or business entity compensating individuals on a commission or contract labor basis must furnish copies of the 1099 or appropriate earning statement on or before the last day of February of each year. All 1099's or earning statements shall require the same type of information as is required of the W-2 forms as stated above.

SPECIFIC FILING INFORMATION

☐ AMENDED

RETURN WITH PAYMENT

The front of the Form WH-R must show a breakdown of all withholding payments made either quarterly or monthly in the boxes provided. Sections 1,2,3,4, and 5 must be completed. The total tax paid should be equal to 1.50% (or the reduced courtesy withholding rate) of box 1. The completed Form WH-R and all attachments must be submitted to the Heath Income Tax Bureau, 1287 Hebron Rd., Heath, Ohio 43056-1096 on or before February 28 of each year. Failure to file Form WH-R with attachments by February 28 each year will result in a penalty of \$25. Any questions in completing the Form WH-R should be referred to the Income Tax Bureau at (740) 522-3427.

SUBMIT BY FEBRUARY 28, 2014. W-2'S MUST BE ATTACHED	JANUARY	JULY	ALL SECTIONS MUST BE COMPLETED
MAIL TO: CITY OF HEATH INCOME TAX BUREAU	FEBRUARY	AUGUST	1. TOTAL HEATH W-2'S #
1287 HEBRON RD. HEATH, OHIO 43056-1096	MARCH	SEPTEMBER	2. HEATH WAGES SUBJECT TO WITHHOLDING TAX \$
PHONE: (740) 522-3427	1ST QUARTER	3RD QUARTER	3. AMOUNT OF HEATH TAX WITHHELD \$
FOR TAX YEAR ENDING:	APRIL	OCTOBER	4. ADJUSTMENT WITH THIS RETURN \$
REFUND REQUESTED	MAY	NOVEMBER	5. TOTAL HEATH TAX PAID \$
	JUNE	DECEMBER	
NAME:	2ND QUARTER	4TH QUARTER	
	I hereby certify that t	he information and sta	atements contained herein are true and correct
	Signed		Title
			Date
FORM WH-R	Phone no		

WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

Month Ending	Due Date	Check #	Date	Amount	Month Ending
1/31	2/28				7/31
2/29	3/31				8/31
3/31	4/30				9/30
4/30	5/31				10/31
5/31	6/30				11/30
6/30	7/31				12/31

WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

Month Ending	Due Date	Check #	Date	Amount
7/31	8/31			
8/31	9/30			
9/30	10/31			
10/31	11/30			
11/30	12/31			
12/31	1/31			